

**DUTY STATEMENT**

DFW 242A (REV. 07/18/22)

☐ **CURRENT****Department Statement:**

*California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our critical mission.*

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| <b>INSTRUCTIONS:</b> A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242 | <b>EFFECTIVE DATE</b><br>E-FB 22-069 |
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| DFW DIVISION/BRANCH/REGION/OFFICE<br>WFD / Fisheries Branch | POSITION NUMBER (Agency-Unit-Class-Serial)<br>565-033-5587-003         |
| UNIT NAME AND LOCATION<br>Fish Health Lab, Rancho Cordova   | CLASS TITLE<br>Research Scientist II (Microbiological Sciences)        |
| INCUMBENT   | CURRENT POSITION NUMBER (Agency-Unit-Class-Serial)<br>565-033-5587-003 |

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| <b>BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS</b><br><br>Under the general supervision of the Research Scientist Supervisor the incumbent will: |
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| <b>PERCENTAGE OF TIME PERFORMING DUTIES</b> | <b>INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)</b>  |
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| 30%   | <p><b><u>ESSENTIAL FUNCTIONS:</u></b></p> <p>Plan, organize, and carry out scientific research studies of moderate scientific scope and complexity on issues of aquatic animal microbial diseases (viruses, bacteria, parasites, fungi) that compliment a major scientific project and serve as a technical scientific consultant on a specific phase of a more complex scientific research study on issues of aquatic animal health that may require coordination with professional staff from the California Department of Fish and Wildlife (CDFW) and/or other State, local, or Federal agencies.</p> |
| 25%   | <p>Makes independent conclusions on issues of aquatic animal microbial diseases that allow for superior management of aquatic animal populations affected by the diseases. Interprets and utilizes scientific findings to establish guidelines to 1) improve the detection and identification of infectious disease-causing microorganisms; 2) identify mechanisms and modes of infectious disease transmission and 3) apply improved detection methods to support further investigation of infectious disease outbreaks and prevent and control infectious disease transmission.</p>                     |
| 20%   | <p>Serves as scientific advisor or consultant to other scientists and hatchery and fishery biology managers on complex issues involving aquatic animal microbial diseases including importations, aquaculture permitting, animal releases and native species restoration.</p>   |
| 10%   | <p>Stays well-informed of scientific literature on aquatic animal microbial diseases, publish scientific research investigations and results in peer reviewed scientific journals and Departmental publications and bulletins, and present research conclusions to minimize the effect of diseases at scientific meetings.</p>  |

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|--|---|---|-------------|
| 10%  | Write scientific and administrative reports which summarize research efforts.   |   |             |
| 5%   | <p><b><u>NON-ESSENTIAL FUNCTIONS:</u></b></p> <p>Provides training of aquatic animal diseases and prevention to non-technical staff. Perform administrative tasks, including tracking of time worked; attend career development and training programs, seminars as appropriate to contribute to the achievement of Fish and Wildlife/Fisheries Branch/Fish Health Laboratory's goals and objectives.</p> <p><b>Special Personal Characteristics:</b><br/>Ability to work independently.</p> <p><b>Interpersonal Skills:</b><br/>Excellent written and verbal communication skills.</p> <p><b><u>WORKING CONDITIONS:</u></b><br/>Driving statewide and working in field, fish hatchery and laboratory locations.</p> |   |             |
| <b>SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.</b>  |   |   |             |
| <b>PRINT SUPERVISOR'S NAME</b><br>Mark Adkison, Ph.D.  |   | <b>SUPERVISOR'S SIGNATURE</b>   | <b>DATE</b> |
| <b>EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.</b> |   |   |             |
| <b>PRINT EMPLOYEE'S NAME</b>   |   | <b>EMPLOYEE'S SIGNATURE</b>   | <b>DATE</b> |